

New Hampshire Child Care Advisory Council

c/o Administrator, Child Development Bureau

Department of Health & Human Services, Office of Family Services, Children, Youth & Family

129 Pleasant Street, Concord, NH 03301 Telephone 271-8153

CCAC MEETING MINUTES

Friday, November 21, 2008

8:30-9:25 Subcommittee Meetings

QUEST Center

9:30 – 12:00 CCAC Meeting

Voting Members:

Cantor, Pat	University System of NH
Durkee, Christina	Rep. of the Department of Education (DOE) (alternate)
Hall, Gale	Community College System of NH
Strout, Lisa	Executive Director of NHAEYC
Billings, Cynthia	Plus Time NH
Santilli, Gerry	NH Head Start Directors Association
Kwiatkowski, Karen	ELNH- Family Child Care Representative (alternate)
Schotanus, Helen	NH Department of Education
Grassie, Anne	Rep. of the NH General Court

Non-voting members

Izen, Joan	PTAN
Dunn, Deirdre	DHHS Maternal and Child Health Bureau (alternate)
Corvino, Denise	Child Care Licensing Unit
Lesser, Janine	Division for Family Assistance
McConnell, Julie	NH Community Loan Fund
Lister, Christina	Municipal Government- City of Nashua/Child Care Office
Wheatley, Ellen	Child Development Bureau
Nelson, Debra	DHHS/DCYF Head Start Collaboration Office

Guest:

Cowell, Jackie	Early Learning NH
Booth, Kristin	Child Development Bureau
Jean, Crystal	Child Development Bureau Intern
Dennis, Carole	Dept. of Education Bureau of Nutrition Program & Services
Pond, Tracy	Southern NH Services
Hope-Ross, Annette	Great Bay Kids Center
Lipfert, Jenny, MD	Good Beginnings of Sullivan County
Upton, Amy	East Side Learning Center
McDonnell, Tessa	Granite State College
Pynchon, Nancy	Easter Seals CCRR
Madigan, Deborah	Child Development Bureau
Durkee, Pamela	Child Development Bureau
Edge, Ellen	Keene State College Child Development Center
Agri, Jeanne	Head Start Directors Association (alternate)
Murphy, Reeva	NCCIC
Clark, Dague	DCYF
DeGiso, Steven	DCYF
Strand-Pellich, Karen	DCYF

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Regrets:

Stebbins, Brooke	DHHS Maternal and Child Health Bureau
Bourassa, Deb	ELNH- Family Child Care Representative
Garhart, Carol	ELNH – Center-Based Child Care Representative
Michael, Carol	Plus Time NH

- I. Welcome and Introductions (9:30-9:40)
- II. Review of October Minutes (9:40-9:45)
 - Review October Minutes- edits
 - Motion to accept minutes with changes- First, Helen Schotanus, Seconded by Cynthia Billings.
 - Minutes approved by all
- III. CCAC Executive Report (9:45-9:55)
 - Subcommittee Representation
 - A list was sent out with the minutes in October that contained Executive Committee members that will serve on each committee. Information will be updated based on information shared and distributed in December.
 - Implications of Election Results for Early Childhood Field
 - Opportunity to stay on top of changes as we have individuals dedicated to early childhood - but need to be mindful and realistic of economic insecurity currently being faced locally and nationally.
 - It has been requested that a set of Talking Points be created and distributed from the NHCCAC- It was requested to have the focus be part of the reauthorization
 - Head Start has shared a link regarding a “**New Agenda for Child Care**” available <http://www.barackobama.com/pdf/issues/PreK-12EducationFactSheet.pdf>. (early education is addressed in part 2)
 - It was requested to have legislative subcommittee have a discussion with state representatives
 - It was shared that the NH Child Care Resource & Referral Network sends representatives to Washington DC each year- they meet with congressional delegates during the conference and could share a message.
 - NCCIC has recently completed a report on the Obama initiatives- transition book- increase the set aside monies; Birth to 5 agenda;
 - Helen Blank, National Woman’s Law Center, has created- Developing America’s Potential available at <http://www.nwlc.org/pdf/NewChildCareAgenda.pdf>
 - It was noted that there could be potential cuts with funding at the state and federal level; need to be diligent and be prepared to act if needed
- IV. CDB Updates (9:55-10:00)
 - NFI Contract- on November 19, G&C approved the next phase of bringing the three (3) federal positions into the Child Development Bureau. Next steps- will need to create position numbers and DHHS will begin with internal posting- if

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HR deems anyone qualified they are interviewed; and if no one meets the criteria, then the position will be posted publicly online.

- Mass Mailing- Fall has been sent out; Ellen is soliciting ideas on ways to improve the process once it becomes internally completed; CDB rep will collect ideas and make the changes as appropriate.
- CDB position vacancy – Fiscal Specialist- Baerbel Wills has accepted a new position. She is now taking position as Contract Manager for DCYF services. Completed the internal posting and interviewing process; if this becomes an external posting it is anticipated that it will open about December 1st. CDB is looking for someone familiar with contracting & managing a \$33 million budget.
- Market Rate Survey- Final report copied and distributed; maps not included b/c they do not show well in Black & White. Will be available online soon on the DHHS Library <http://www.dhhs.nh.gov/DHHS/CDB/LIBRARY/default.htm>; it has been requested that Michael Kalinowski come in and give presentation in upcoming months.
- Crystal Jean has completed her intern project and distributed her final report- “Strategic Plan Alignment Initiative for NH Child Care and Early Childhood Organization.” This was based on commonalities in initiatives around the state based on strategic plans. Strategic Plan Information was solicited from over 20 organizations; 13 came back. CDB is planning to include in text of the upcoming CCDF Plan. Strategic plans are still being accepted.

V. Subcommittee Reports (Public Engagement, Legislative, Nominating, Policy & Planning) (10:05-10:10)

- Nominations for Subcommittee Chairs to the CCAC chair
 - Subcommittee Chair nominations are being requested.
 - Public Engagement- Carol Michael, Chair & Lisa Strout as NHCCAC EC representative, no report
 - Legislative- Anne Grassie, Chair & Julie McConnell as NHCCAC EC representative, New Member Ellen Edge
 - Nominating- Amy Upton Chair & Dee Dunn as NHCCAC EC representative, New member packets are complete & brochure is done;
 - Policy & Planning- Cynthia Billings Chair & Pat Cantor as NHCCAC EC representative, currently working on survey questions to go out to providers regarding the federal plan
- If you have changed to join a new subcommittee or if your committee meets at another time, please let Lisa Strout know to include in notes & share with constituents.

Break (10:10-10:20)

VI. 2007 Market Rate Survey needed to be rescheduled (10:20- 10:55)

Kristin Booth- Trainer Development Program (agenda change)

- Handout distributed- Purpose was to increase the supply of qualified early childhood trainers and training mentors.

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- Since pilot, 55 participants (mentors & protégés) have been provided the opportunity to get training experience to receive the TMF credential and work with qualified mentors;
- This sprung from a project created while Kristin was a student at the Wheelock Course- CCR&R. Tessa McDonnell has developed a curriculum including: adult learning styles; intentionality in training; adult development; techniques in teaching; and supporting issues with problem solving with training.
- Two day format with a variety of topics.
- Recruitment for protégés and mentors are through the CDB mailing, CCRR, NHAEYC, & ELNH mailing lists, & those who have expressed interest.

VII. Redesign Final Report and Celebration (10:55-11:50)

- Ellen distributed two documents-
 - First, consolidated detail work Titled “CCDF Redesign Initiative- Executive Summary”
 - Second, power point overview titled “CCDF Redesign Team Proposal- Child Care Scholarship System Redesign for FY 2010”
 - Reviewed the rationale for the changes. Will be available online soon on the DHHS Library
<http://www.dhhs.nh.gov/DHHS/CDB/LIBRARY/default.htm>
 - Presentations to the CCDF Redesign Team Members- Jeanne Agri, Dague Clark, Jackie Cowell, Steve DeGiso, Deirdre Dunn, Pam Durkee, Janine Lesser, Deborah Madigan, Terry Smith, Karen Strand-Pellich, Mary Jane Wallner, & Reeva Murphy.
 - Launched next phase, Credential Revision Team revise, update, and develop an effective credential system.

VIII. Announcements (11:40-11:45)

- Helen Schotanus, created a list of suggested furnishing for a public kindergarten classroom. Anticipated cost of \$20,000. Copies of draft are available by contacting her at HSchotanus@ed.state.nh.us.
- NHAEYC, Admin Conference is January 23 & 24, 2009. Brochures are available electronically www.nhaeyc.org
- Granite State College, new course offerings for Winter Term. Information distributed in handout and emailed out to NHCCAC email list.
- 21st Century Learning Centers, has announced their bidding conference- This group distributes about \$2 million worth of grant funds
- Denise Corvino, Child Care Licensing Unit (CCLU) rules on way soon- working on getting these out to the public.
- Maternal and Child Health Section- contracts coming to a close. RFA will be out for a new contract (with reduced funds). Looking Healthy Child Care Consultation consultants. Contact Dee Dunn, Deirdre.Dunn@dhhs.state.nh.us
- ELNH- Early Childhood Excellence Awards held on 11/20/2008. This was videotaped and will be available online. Karen Crew, Kari Hickey, & Celeste Langlois were winners. Commissioner Brothers of employment security spoke about the economic impact. Did not realize how big the licensed program , 10,700 in direct and secondary employment. 64,000 ripple effect jobs. (75,300 or 10% of labor force!) Stated it would be catastrophic if we lost industry. 4 Billion

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to the Gross Domestic Product of the State. Jackie will contact C. Brothers for specific speech given to constituents.

- Market Rate Survey being presented Tuesday, December 2nd at 6:30p

IX. Summary and wrap up

- Motion to Adjourn, Helen Schotanus, Joan Izen Second.

Next Meeting- December 19, 2009, 8:30 Subcommittee & 9:30 CCAC Meeting

Save the Date- Early Childhood Celebration April 21, 2009

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CCAC ANNUAL MEETING MINUTES

Friday, October 17, 2008

8:30-8:55 Subcommittee meetings

QUEST Center

9:00 – 12:00 CCAC Meeting

Voting Members:

Bourassa, Debra	ELNH - Family Child Care Representative
Bruneau, Kim	ELNH – Center-Based Child Care Representative
Cantor, Pat	University System of NH
Dunn, Deirdre	NH Child Care R&R Network Designee
Durkee, Christina	Rep. of the Department of Education (DOE) (alternate)
Hall, Gale	Community College System of NH
Strout, Lisa	Executive Director of NHAEYC
Cynthia Billings	Plus Time NH
Schotanus, Helen	NH Department of Education

Non-voting members

Izen, Joan	PTAN
Corvino, Denise	Child Care Licensing Unit
Lesser, Janine	Division for Family Assistance
McConnell, Julie	NH Community Loan Fund
Lister, Christina	Municipal Government City of Nashua
Wheatley, Ellen	Child Development Bureau
Stebbins, Brooke	Maternal and Child Health Section

Guest:

Cowell, Jackie	Early Learning NH
Pond, Tracy	Southern NH Services
Hope-Ross, Annette	Great Bay Kids Center
Upton, Amy	East Side Learning Center
Pynchon, Nancy	Easter Seals CCRR

Regrets: Lewis, Michelle Child Care Consumer
 Spiegelman, Robert Business Community

- I. Welcome and Introductions
- II. Review of September minutes
 - Review of September minutes – edits
 - Motion to accept the minutes– First Helen Shotanus, Seconded by Joan Izen
 - Minutes approved by all
- III. Nominating Committee Member announces 2008-2010 CCAC Slate of Officers
 - Slate of Nomination presented by Amy Upton.
 - Slate includes: Pat Cantor, Chair; Julie McConnell, Vice Chair; Lisa Strout, Secretary; & Dee Dunn, Past Chair
 - Motion to accept the slate- First Cynthia Billings, Seconded by Gale Hall
 - Nominations approved by all

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IV. CCAC Executive Committee Report

- Pat Cantor and Julie McConnell, an overview of the Chair & Vice Chair Meeting responsibilities will include: Pat will lead first half of meeting- Julie second half; Credential Revision Team, Lisa Strout; Dept. of Health and Human Services Stakeholders Mtg., Pat Cantor; Communication Revision Team, Julie McConnell; and ECCS Unified Systems, shared Pat & Julie.
- The Executive Committee would like to request agenda items from constituents. These can be forwarded to any member of the Executive Committee for consideration to be included on agenda. Request for consideration should be submitted no later than two (2) weeks before each meeting.

V. Recognition and Appreciation of 2006-2008 Slate of Officers and Departing members

- Jeanne Agri; Joan Izen; Tessa McDonnell; Dee Dunn; & Robert Spiegelman

VI. CDB Report – Ellen Wheatley, Administrator

- Preschool Lead Teacher Renewal Day was held on October 11th with 70 Preschool teachers and directors with more than Five (5) years experience attending. Professional Development centered around the EC Environmental Rating Scale and presentations included storytelling, reasoning skills, engaging with children, art, etc.
- Fuel Survey results, Ellen Wheatley, Administrator & Julie McConnell, NHCLF Participants were given seven (7) days to respond to survey to the eight (8) questions. A ppt. presentation was given showing the results of the 237 providers that serve over 9000 children (with 2700 receiving CC scholarships).
 - Community Loan Fund Child Care Energy Efficiency Pilot Program, in collaboration with the Tillotson Fund – Julie McConnell. The pilot program is for Coos County and contains three (3) components. 1. An Energy audit for childcare facilities; 2. Energy improvement grants; and 3. Fuel Assistance Funds. The NH Community Development Finance Authority (CDFA) is hoping to build on this model, the loan fund submitted a grant and they will know more in December. Currently a resource list is available from “Stay Warm NH.” <http://www.staywarmnh.org/>
- CDB mass mailing- This has been turned over to the NFI staff to distribute. Veronica Walsh has accepted the training specialist position with NFI to work with Amy Mitchell. Next Mass Mailing will be in February 2009.

VII. NH Child Care System Redesign Process - Ellen Wheatley, Administrator

- 9/19/08 Contractors’ presentations- Six (6) contractors presented information in September based on questions from the CCDF Redesign Team. This team will be meeting on November 7th for the final time and information will be shared regarding the recommendations of the Quality Initiative monies in November.
- The next phase includes Seven (7) subcommittees. The communication team will develop messages and training to distribute information to over 8,700 individuals involved in the process. Ellen Wheatley has encountered some roadblocks on providing some IT support to help communicate the message. It is now projected that a waiting list may occur prior to the July 1st date.

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VIII. DHHS Stakeholders Meeting-Pat Cantor. The agenda for the meeting was truncated by a response from the Governor's Office to reduce the 55 million dollar shortfall in the current budget (DHHS share is over 30 million, with deficit spending, is actually close to 44 million). Plan is due by October 27th with implementation of cuts by December 1st and completed by June 2009. Concerns are matching funds, as these may jeopardize loss of federal funds. These meetings will now occur monthly.

IX. CCDF – Financial Report Presentation – Baerbel Wills, CDB

A ppt. was given and copies were distributed of the October 2008 Child Care Development Fund Semi-Annual Financial Data Presentation. In addition to discussion pertaining to individual slides, a request was made to the Child Development Bureau to share upcoming RFP (Request for Proposals) due dates. Currently the Water Safety & Tuition Assistance are currently out to bid; Next will be the Inclusion for Special Needs, School Age, and Child Care Resource and Referral. These are all available on the DHHS website. http://www.dhhs.nh.gov/DHHS/DHHS_SITE/default.htm

X. Subcommittee Reports

- The Executive Committee is requesting nominations for Subcommittee Chairs. Chairs do not need to be voting members, but each committee must have at least one (1) voting member on their committee.
- Policy & Planning- An electronic survey will solicit input to the development of the Plan
- Legislative- no members
- Nominating- final revisions of the brochure are underway.
- Public Engagement- did not meet

XI. Announcements

Denise Corvino, CCLU has hired the ninth (9th) licensing coordinator- Kristy Woods Ouelette. Rules and Revision Taskforce has ended, as JLCAR has approved the new rules. The rules will begin November 23, 2008.

Lisa Strout, NHAEYC- RFP out for presenters for the Spring Conference April 17 & 18, 2009 Nature Based Conference to be held November 15, 2009 in Lee NH, and the Administrator's Conference to be held January 23 & 24, 2009 in Fairlee VT

Lisa Strout, Granite State College- Currently surveys out regarding the EDU 544 Course- Supporting Children with Very Challenging Behaviors. The EDU 554 Course- Early Childhood Family Provider Program Administration course will begin on Tuesday, October 28, 2009.

Helen Shotanus, Public Kindergarten is still unavailable in ten (10) districts. Each district is supposed to have a plan in place by September 2009. Hudson NH has filed a lawsuit. The DOE is encouraging the hiring of Early Childhood certified teachers.

Jackie Cowell, October 25th is the ELNH Conference. Currently have over 350 registered to attend. Commissioner Brothers has agreed to Economic Impact Survey. They are currently looking at ECE workforce similarly to the Travel and Tourism Industry.

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Dee Dunn, has been hired by the Bureau of Maternal and Child Health, Coordinating ECCS program. Tracy Pond has been hired as the new SNHS Child Care Resource and Referral Coordinator.

Joan Izen, Training at PTAN on November 18th, "Partnership for Preschool Inclusion." A flyer was distributed, along with a sign up for Teams. This training will look at creating partnerships to promote inclusion. The Film, "Including Samuel" will also be shown and the father and producer will be there for discussion.

Gale Hall, reported on success of her new course offerings including Positive Behavioral Supports (100% tuition assistance w/CDB tuition scholarship). This course currently has 21 students registered (many with several colleagues from same ece program).

- XII. Summary and wrap up, Motion to adjourn by Joan Izen, Seconded by Deb Bourassa.

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CCAC Meeting Minutes Friday, September 19, 2008 “New QUEST” Center

Voting Members:

Agri, Jeanne	Head Start Directors Association
Bourassa, Debra	Early Learning NH - Family Child Care Representative
Bruneau, Kim	ELNH – Center-Based Child Care Representative
Cantor, Pat	University System of NH
Dunn, Deirdre	NH Child Care R&R Network Designee
Durkee, Christina	Rep. of the Department of Education (DOE) (alternate)
Hall, Gale	Community College System of NH
Lewis, Michelle	Child Care Consumer
Spiegelman, Robert	Business Community
Strout, Lisa	Executive Director of NHAEYC

Non-voting members

Izen, Joan	PTAN
Corvino, Denise	Child Care Licensing Unit
Lesser, Janine	Division for Family Assistance
Littlefield, Ruth	NH Department of Education
Lister, Christina	Municipal Government City of Nashua
McConnell, Julie	NH Community Loan Fund
Nelson, Debra	DHHS/DCYF Head Start Collaboration Office
Stebbins, Brooke	Maternal and Child Health Section
Stiles, Carolyn	Development Disability Services DHHS/BDS
Wheatley, Ellen	Child Development Bureau

Guest:

Lipfert, Jenny, MD	Good Beginnings of Sullivan County
Cowell, Jackie	Early Learning NH
Durkee, Pam	CDB
Hope-Ross, Annette	Great Bay Kids Center
Upton, Amy	East Side Learning Center
Michael, Carol	PlusTime NH
Foley, Sue	Easter Seals R&R

Regrets: Nancy Pynchon
Tracy Pond

- I. Welcome and introductions
- II. Review of July minutes
 - Review of July minutes – edits
 - Minutes accepted – first by Lisa Strout and seconded by Michelle Lewis

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- Minutes approved by all

III. CCAC Executive Committee updates – Dee Dunn

Minutes will be distributed two weeks before the meeting

Melissa from the CDB bureau will be the point person for distribution

Dee presented a summary of planning meeting:

- Reviewed the five year plan; what has been accomplished and what the plan is for the future
- Examined restructuring of the committee; and why people are coming and how to recruit new members

CCAC Survey - 78% of members responded to the survey; the executive committee is looking at the results to develop next steps.

IV. CDB Updates – Ellen Wheatley, Administrator

- 2010-2011 Federal CCDF Plan – Ellen is working very closely with the CCAC Policy & Planning Committee to develop the Federal Plan.
 - Child Care Eligibility Audit update: Audit complete and accepted by the Federal team. Good for three years.
 - Preschool Lead Teacher Renewal Day October 11th
 - Trainer Development Program
 - Kristen Booth working hard on developing this training to support individuals who want to obtain their TMF credential
 - Recruiting TMF mentors for the Laconia area
 - Tessa McDonnell will facilitate the training

V. NH Child Care System Redesign Process – Ellen Wheatley, Administrator

- Child Care Scholarship portion of the redesign is complete! June 29, 2009 will be implementation.
- Discussion and input: The examination of the targeted funds and quality set aside funds are the next step in the redesign process. The purpose of Quality funds are to increase the capacity and accessibility for child care.
- Ellen distributed Child Care and Development Fund Plan For New Hampshire SFY 2008 – 2009
- Accreditation Quality and Licensed Plus Awards: One time per month supplement based on the amount of child care billing
- Staff Development Partnership –Bringing three positions from NFI North into the state - Total dollars include the following positions:
 1. CCR&R and School-Age contract Trainer, Mentor Monitor
 2. Training specialist
 3. Fulltime credentialing specialist

VI. CCAC input into the CCDF Redesign regarding Quality Funds:

- What are the challenges for access and quality that children and families face?
 - The ability of parents to get to the district office
 - Transportation
 - Cost for families
 - Access for parents with children that have extreme behavior and complex disabilities

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- Qualification of teachers – families don't have accessibility to high quality child care
 - Being able to choose a higher level of quality
 - Lack of care depending on where you live
 - Wait list on two places
 - Lack of available openings for Infant and Toddler
 - Families needing more non-traditional child care options
 - Children have one or more paraprofessional during the school day – which is providing this support in the afternoon at the child care center
 - Short and long term medical concerns for parents and the lack of child care for these families
-
- What are challenges that child care providers face?
 - Lack of resources
 - Lack of ability to recruit and retain staff
 - Facilities
 - Education for direct care providers and directors
 - Providing the individualized attention for children
 - Coordination with the local school districts regarding children with special needs
 - Trained paraprofessional
 - Lack of training around working with parents and child development
 - Lack of coordination with medical providers to incorporate the inclusion guidelines
 - High cost of medical insurance
 - Lack of nutrition and gross motor instruction
 - Lack of training with children with extreme behavior and medical issues
 - Lack of retaining legal council
 - Lack of wages for staff
 - Challenges around billing
 - Energy costs
 - Creating a true identity for a profession
-
- What types of activities and supports best address those challenges?
 - Increase funding
 - Continue to partner with organizations
 - Community collaborations with other local child care providers
 - Same types of workshops throughout the areas
 - Model of TEACH
 - Political Awareness
 - Model of PEEL: Partnership of Early Education Learning – shared resources
 - Extra set of hands for providers to offer more individualized care
 - Emphasize partnerships between preschool sped and cc
 - Philosophy of empowerment
 - Web-based training

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- Coordinated system of training
- Expand the role of the R & R system
- Public Engagement campaign
- Quality rating system

VII. Subcommittee Reports: Quick Updates from Public Engagement, Legislative, Nominating, Policy & Planning

- Public Engagement – Conduct Survey Monkey focusing on the following questions:
 - What is it we (the Council) want to know?
 - What is it we (the Council) want to share with constituencies?
 - What are they (recipient of info.) supposed to do with information?
 - Who is to receive information beyond NH CCAC and constituencies?
- Legislative
 - HB bill 661 – send to constituents, quick turnaround September 29
 - ELNH – Focus on HB bill 1 – State budget
 - NH Voices for Health – Legislation around Child Care health insurance for staff – Extending Healthy Kids through age 25
- Nominating Committee
 - Continuing the process updating the brochure and orientation process
 - Recruitment issues – Letter sent to the Governor for Michele Lewis as a consumer representative
 - Recruiting for BIA representative - need a formal letter from the CCAC chair requesting a representative
 - Pediatric Society is not going to appoint a formal individual
 - Sub-Committee chairs – will they continue
 - Slate of Officers:
 1. Dr. Pat Cantor - Chair
 2. Julie McConnell – Vice Chair
 3. Lisa Strout – SecretaryPast Chair – Dee Dunn
 - Nominations closed
 - Policy and Planning
 1. Collecting information from constituents for the Plan –
 2. Looking at an on-line survey
 3. ELNH conference to weigh in on challenges and strategies

VIII. Announcements

- Henry Morgan Award receive a \$15,000 gift from Gwen Morgan this brings the total close to the goal of \$50,000
- Plus Time NH: November 8th Conference
- Head Start Brochure – disseminated
- Granite State College Flyer circulated
- Wednesday September 24th , 6:30am - Good Morning America will be in Exeter

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- September 29th Public Engagement: Foundations for Successful Early Childhood Systems
- Thursday October 9th 1:00 – 3:00 ELNH CCAC Global – Developing a platform; Help with marketing
- Steven Barnett will be doing a economic impact of child care presentation to the Legislative office - October 15 at 9:00 Legislative Office Building
- November 18th PTAN training - CC providers, preschool special ed, families – focus on preschool inclusion
- Department is requesting a repeal request for finger printing based on the fact there are no resources

IX. Summary and wrap up

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NEW HAMPSHIRE CHILD CARE ADVISORY COUNCIL

FRIDAY, June 20, 2008

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Pat Cantor	University System of NH
Deirdre Dunn	NH Child Care R&R Network
Michelle Lewis	Child Care Consumer
Jackie Cowell	ELNH – Centers & Family CC
Lisa Strout	NHAEYC
Christina Durkee	Department of Education
Gale Hall	Community College System of NH
Susan Wall	Representing Head Start Directors Association

Non-Voting Members:

Denise Corvino	DHHS-Child Care Licensing
Janine Lesser	DHHS-Temporary Assistance for Needy Families
Chris Lister	Municipal Government - City of Nashua
Brooke Stebbins	DHHS-Maternal and Child Health section
Ellen Wheatley	DHHS-Child Development Bureau

Guests:

Tessa McDonnell	Granite State College
Carole Thibodeau	CCR&R Easter Seals - Concord
Pam Durkee	DHHS-CDB
Carol Michael	Plus Time NH
Annette Hope-Ross	Great Bay Kids Co.
Nancy Pyncheon	CCR&R Easter Seals - Manchester
Helen Schotanus	Department of Education

Regrets:

Joan Izen	PTAN
Sue Foley	NHCCR&R-Keene
Bob Spiegelman	Business & Industry Association
Julie McConnell	NH Community Loan Fund
Tracy Pond	CCR&R Rockingham Community Action - Salem
Jeanne Agri	New Hampshire Head Start Directors Association
Barbara Loughran	ELNH – Centers
Debra Bourassa	ELNH - Family Child Care

-
- I. Welcome and introductions - Tessa called the meeting to order at 9:35am
 - II. Review of May minutes – Cynthia motioned for approval with corrections. Lisa S seconded. All in favor. Minutes approved with corrections.
 - III. Executive Committee updates –
 - a. Tessa reported the Executive Committee is reviewing the role of the CCAC as to whether or not to broaden the scope from child care to Early Childhood. Discuss the possibility of coordinating with Head Start requirements of a state-wide Early Childhood Council.
 - b. The survey for members was disseminated through Survey Monkey by Tessa. Discussion about expanding the survey and who to distribute to.
 - c. The Executive Committee and Sub-committee Chairs will meet, 7/17th to focus on the progress of the five-year plan.
 - d. We are in transition, again, with Administrative help. Dee apologizes for those who didn't get the minutes / agenda.

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- IV. CDB Updates – Ellen Wheatley
 - a. Mass mailing was distributed. If you would like to include something in the next mailing, please have 1300 copies (1 page double-sided) to Ellen by Sept. 5th.
 - b. License-Exempt Provider Appreciation Day is rescheduled for 6/21/08. Theme – outdoors/environments
 - c. Improper Payments Specialist position filled. Brenda Hathaway from Medicaid.
 - d. Training Specialist position still open.
- V. EDC Presentation – Foundations of Science Literacy
 - a. Ingrid Chalufour distributed & presented information about a 3 year research grant to improve teaching practice and child outcomes around science. If the grant is awarded, EDC will offer four 1.5 day sessions worth 4 credits AND mentoring (group, on-site, and individual).
 - b. EDC is interested in providing this project in NH and is seeking a letter of support from the Council.
 - c. Cynthia motioned to provide a letter of support. Christina D seconded. All in favor for the CCAC to provide a letter of support to EDC.
- VI. Child Care Licensing Unit (CCLU) – Denise Corvino
 - a. Denise reported opposition to a proposed rule allowing child care programs to reduce naptime ratios during res-time.
 - b. CCLU will hold a forum 6/30, 6:15pm at the Brown Building Auditorium to allow both sides to voice concerns.
- VII. NH Child Care System Redesign Process
 - a. Stop Gap plan in effect 7/1/08. Letter has gone out to all child care providers enrolled in scholarship program. DFA will assist families with understanding the new rate table. An 800 number is on the notice of decision so families can get clarification to questions.
 - b. The 30 contract centers will receive the same rate as licensed contract centers. In addition, they will be paid a “service fee” for eligibility determination.
 - c. Ellen reported on the 6/6/08 Redesign Retreat. The team is reviewing the fiscal impact of the redesign.
 - d. Market Rate Survey results and impact on redesign process will be reported at next meeting.
- VIII. Subcommittee Reports
 - a. Public Engagement – Carol Michael
 - i. Reported the committee is working on updating a report from 2 years ago that identified common strategic goals across many organizations in NH.
 - ii. Jackie updated the Council on Commissioner Brothers/DES’s study of the economic impact of child care in NH. DES, DHHS, and ELNH are involved in this study.
 - iii. Carol will be attending Born Learning meeting and Jackie reported on the United Way Born Learning campaign. Born learning, is a public engagement campaign that helps parents, caregivers and communities create quality early learning opportunities for young children.
 - b. Policy and Planning – Jackie reported the Public Engagement and Policy & Planning committees are working on similar initiatives. She announced an event, Early Childhood Policy Work – Improving the Odds for Young Children and NH at SNHU from 6 – 7:30pm on the 25th. 6/26th is an invitation only event. All voting members of CCAC are invited.
 - c. Nominating – no report
 - d. Legislative – no report
- IX. Announcements
 - a. Kids Count Data is out. NH is #1 but there is a huge disparity between 1st quintile and 4-5th quintiles. Children in poverty increased from 6 to 10% in NH.
 - b. Granite State College is planning a course on program administration for family child care providers – need 2 more participants.
- X. Summary and wrap up.
- XI. Meeting adjourned at 12:00pm.

NEXT MEETING: July 18, 2008

9:30am – 12:00pm

QUEST Center

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CCAC MEETING Minutes

Friday May 16, 2008

Voting Members:

Jeanne Agri	Chair of Head Start Directors Association
Cynthia Billings	Plus Time New Hampshire
Debra Bourassa	Early Learning NH Family Child Care
Pat Cantor	University System of NH
Deirdre Dunn	NH Child Care R&R Network
Anne Grassie	Legislature
Michelle Lewis	Parent Information Center
Barbara Loughran	Early Learning NH Child Care – Franconia Children's Center
Helen Schotanus	Department of Education
Lisa Strout	Executive Director of NHAEYC

Non-Voting Members:

Denise Corvino	DHHS-Child Care Licensing
Janine Lesser	DHHS-Temporary Assistance for Needy Families
Chris Lister	Municipal Government City of Nashua
Julie McConnell	NH Community Loan Fund
Brooke Stebbins	DHHS-Maternal and Child Health section
Ellen Wheatley	Child Development Bureau
Ruth Littlefield	Department of Education

Guests:

Tessa McDonnell	GSC/USNH
Jackie Cowell	Early Learning NH
Jesse Ransom	CCR&R Easter Seals
Terri Peck	BCCL
Pam Durkee	CDB
Carol Michael	Plus Time NH

Regrets:

Joan Izen	PTAN
Gale Hall	Community College System

- I. Welcome and introductions
Jeanne called the meeting to order at 9:35am
- II. Review of April minutes
Motion for approval by Helen and seconded by Lisa
All approved – minutes passed
- III. Semi-Annual Financial Presentation – Baerbel Wills
 - Baerbel passed out and reviewed the following document:
May 2008 - Child Care and Development Fund (CCDF)
Semi-Annual Financial Data Presentation

Conversation summary:

- Recommendation for Disability differential rate:
If a child already has documentation of a disability at the DO office there should be no need for duplicate documentation. Provider should be able
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to access the current documentation without requiring the family to collect additional information.

- It will be critical to use this information for consideration during the redesign discussion. TANF was discussed as an example of shrinking funds and the probability of not having future TANF transfer money.
- The discretionary will be quite a bit lower than projected as indicated in chart #20
- Recommendation from the Council that Sharon Lee come and presents information about the NAEYC and Licensed Plus programs. Budgeted \$500,000 of TANF transfer money, the money is to be used for payment to the providers.
- Council thanked Baerbel for the presentation and Ellen requested the information be placed on the CCD Website.

IV. CCAC Executive Committee updates – Dee Dunn

- CCAC survey update
 - Tessa will be sending the survey out week of 19th
- Report out: 5/7/08 meeting with Committee Chairs
 - Tessa reported the committee chairs and the executive committee will be revisiting the goals and objectives of the five-year plan. Evaluating the progress to date and relooking at what the partners of the five-year plan has accomplished.

V. CDB Updates – Ellen Wheatley, Administrator

- Licensed Exempt Provider Day rescheduled for 6/21/08
- Infant Toddler Seminar participant selection - 28 people registered
- Training Specialist position remains open
- Other:
 - Changes within the department have impacted the child development bureau - Half of the secretary staff position was eliminated
 - Bureau will be posting the position Improper payment specialist
 - Governor approved the stop gap plan – will be sending out the new rates
 - CCD is not renewing the contract with NFI. The position of training specialist will become fully funded by CCDF.

VI. NH Child Care System Redesign Process

- Report out and feedback sought on further decisions made re: eligibility and co-pay
- Ellen handed out and reviewed the following document:
 - Family Eligibility and Co-Payment Policies and Processes – Consensus on the following recommendations was achieved: through May 16th, 2008

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- Wait list is an unfortunate result of making policy decisions. The wait list is not a decision to influence legislators.
- Recommendation from the Council: the redesign report continues to include the philosophical foundations in the decisions that are being made.
- Recommendation from the Council: link the decision made at the redesign team back to the federal requirements
- Next Step for the Council: As the redesign team moves towards August the next step would be having the Council comment on the Quality Money.

VII. Subcommittee Reports: Quick Updates from Public Engagement, Legislative, Nominating, Policy & Planning –

Public Engagement - Carol Michael reported on:

- The Policy and Planning committee will move forward and connect with Commissioner Brothers
- Policy and Planning releasing information about the Social Book Marking
- Born Learning – Enhanced campaign with the business community and United Way of New Hampshire – for further information refer to www.bornlearning.org

Policy & Planning- Pat Cantor reported:

- Rolling out the social book marking site
- Economic impact study to move forward with Employment Security
- September 2008 – CCDF two year plan will begin and the committee will be working with Ellen Wheatley

Nominating-Julie McConnell reported:

- Redesign the brochure and great appreciate to Jenna
- Julie and Bob meet with Jim Roche from BAI – a new representative
- Nominated committee has circulated new members application to the sub-committee chairs – review the process

Legislative-Anne Grassie reported:

- Recruiting members for this committee
- Anne presented information introduced by Senator Robert Casey from Penn. introduced Senate Bill 2984 – The Starting Early, Starting Right Act – More information about the Bill is available in National Women's Law Center

VIII. Announcements

- Granite State will be offering a course in challenging behavior in Nashua at Small World beginning June 3rd Tessa handed out a flyer with addition courses

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- Denise presented an update on the licensing process – Complete final draft will be in June. ELNH had universal positive feedback from providers, teachers and others on the forums. Kudos to Denise on her professionalism during these forums.
- CDB mass mailing needs to be in Ellen's office by June 5th bring 1300 copies
- Jenna's last meeting – very supportive to the council and sad to have her leave

IX. Summary and wrap up